



Client Procedure to obtain Entry & Exit Permit Quarterly Tracking Report for Radioactive Substances

PCFC- Entity (Business Unit) Name : Trakhees – Dept. of Planning & Development
Department Name : EHS – Environment, Health & Safety
Section Name : Operations
Document Reference Number : PCFC-TRK-EHS-IO-CP-10
Revision Number : 02
Revision Date : September 2023
Classification : Public



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1. Purpose:

The Import, export, use, storage and monitoring of radioactive sources are broadly governed at state level by Federal Authority for Nuclear Regulation (FANR).

Accordingly, an Entry Permit (S1) or Exit Permit (S2) are required to be obtained from Trakhees to transport radioactive source into or from Trakhees jurisdictional areas by respective clients.

Import, Export, Use, Storage and Transportation of Radioactive sources without necessary approvals/ permits from Authorities is a serious offence and may be liable for penalties/ sanctions as per applicable rules. Trakhees' clients shall be fully responsible for the Import/ Export, use, storage, transportation and safe operations & handling of radioactive source at their facilities.

This procedure specifies the process of obtaining Entry & Exit Permits, and to control and monitor all radioactive sources being imported, exported, used, stored, and transported within PCFC jurisdiction

2. Scope:

The scope is in line with the UAE Federal Law No. (1) of 2002; to control and to monitor the Import, Export, Use, Storage, Transportation, Operations, Handling, proper documentation, packaging of radioactive sources, and by receiving Quarterly Tracking Reports from clients on radioactive sources in order to maintain proper documentation & details on radioactive movements and inventory details.

These permits are applicable for all radiography activities and to all clients under PCFC jurisdictional areas.

3. Definitions:

EHS – Environment, Health & Safety Department of Trakhees

JAFZA – Jebel Ali Free Zone Authority

NOC – No Objection Certificate

FANR – Federal Authority for Nuclear Regulation



4. Procedure:

4.1 Initial Approval: The client shall obtain necessary License/ Approval/ Permission from the Federal Authority for Nuclear Regulations (FANR):

Federal Authority for Nuclear Regulation (FANR);

Abu Dhabi, UNITED ARAB EMIRATES (UAE),

P.O. Box: 112021; Tel: +971 2 651 6666; Fax: +971 2 651 6661

Email: fanr.licensing@fanr.gov.ae; Aayda.ALShehhi@fanr.gov.ae; info@fanr.gov.ae

4.2 Submission: After obtaining Approval/ License from the FANR, the client or Contractor shall submit the Source Entry (S1) or Source Exit (S2) application request through Online System along with relevant documents **2 days** in advance for bringing in radioactive source and/or for carrying out radiography works in PCFC – Trakhees' jurisdictional areas.

4.4 Relevant information and documents shall be verified as per specific requirements:

- a. DED Trade License
- b. FANR License
- c. FANR Approvals/Import
- d. Vehicle approval
- e. Source Certificate
- f. Classified Person Certificate
- g. Radiation Protection Officer Certificate
- h. Risk Assessment
- i. Method Statement
- j. Emergency Response Plan
- k. Vehicle Registration and Driver's License



- 4.5** Officer has to respond to the client not more than 2 working days from the date of submission. If all requirements are found satisfactory, Officer shall approve application through Process Automation System (PAS). Otherwise, Officer shall reject the application or required the client to submit additional information/documents.
- 4.6** Officer may initiate inspection of facility prior to issuance of approval, any findings during inspection will be sent through PAS for compliance.
- 4.7** Once the application is approved, the Client will receive the Permit through registered email or they can download the permit in the portal.
- 4.8** **Monitoring of Radioactive Source:** Officer may visit to the client facility randomly to ensure safe operations, storage, handling and tracking of radioactive sources by qualified & trained employees. Officer compiles the Quarterly Tracking Report comprising of all radioactive source movement details with inventory status on the prescribed form with necessary supporting documents (wherever applicable) submitted by client every quarter and forward it to FANR.
- 4.9** **Payment:** For details refer **section 6** below

5. Service Completion Time:

#	Service Description	Working days (WD)
5.1	Issue of Entry Permit for Radioactive Source (upon approval)	2 WD
5.2	Issue of Exit Permit for Radioactive Source (upon approval)	2 WD

**** Includes site visit to check compliance with EHS requirements**

6. Service Fees:

Fee for review shall be paid prior to the submission of application, clients is required to top-up their pre-paid account to enable submission to proceed in Online System

#	Type of Pre-qualification	Unit	Fee Code	Amount
6.1	Issue of Entry Permit for Radioactive Source (S1)	Per source	300	HZZI008
6.2	Issue of Exit Permit for Radioactive Source (S2)	Per source	300	HZZI008

* All applications are required to pay the Knowledge Dirham and Innovation fees at a total amount of AED 20/- for each Permit.

7. Related Forms / Attachments:

7.1	Radioactive Material Transportation (Entry) Permit	TRK-EHS-IO-SF10a
7.2	Radioactive Material Transportation (Exit) Permit	TRK-EHS-IO-SF10b
7.3	Quarterly Tracking Report Form for Radioactive Source	TRK-EHS-IO-CF10c

8. Applicable Regulations / References:

- 8.1 Trakhees Industrial Operations Regulations
- 8.2 Free Zone Rules
- 8.3 Federal Authority for Nuclear Regulations - (FANR) Rules & Regulations (www.fanr.gov.ae)

9. Contacts:

For Free Zone & Techno Park Companies:

Phone: 04-8068801

Email: Ehs.Fzindop@pcfc.ae

10. Workflow:

